

HS 59339

EFT

①  
m

**MILEAGE TRAVELLED RELATING TO  
THE OFFICE OF THE MINISTER  
FOR EDUCATION AND SKILLS**

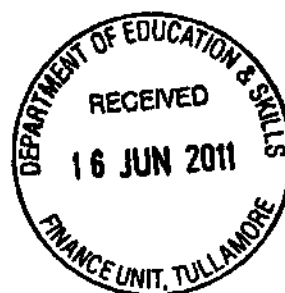
1. I certify that the mileage travelled in the period

From 3/5/11 to 31/5/11

which related to my Office as Minister at the Department of Education  
and Skills was 4650 kilometres

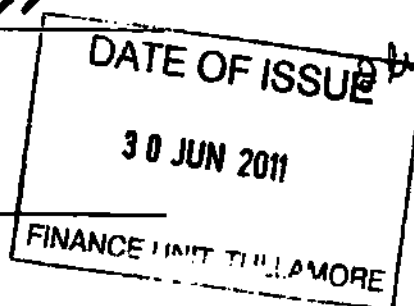
Signed: Nashia Grady  
Driver

Date: 31/5/11



Signed: Rhianin Brown  
Minister

Date: 3/6/2011



2. Accountant

Please arrange for payment on the basis of the mileage certified above.

Signed: Michael Ueapf  
Accounting Officer

Date: 14.6.2011

LC  
16000.

4650 @ 5907 €2746.76  
8 22/6

T#2 60074.

mq

EFT.

**MILEAGE TRAVELLED RELATING TO  
THE OFFICE OF THE MINISTER  
FOR EDUCATION AND SKILLS**

1. I certify that the mileage travelled in the period

From 1<sup>st</sup> June to 30<sup>th</sup> June

which related to my Office as Minister at the Department of Education  
and Skills was 4250 kilometres

Signed: Nashie Grady  
Driver

Date: 8/7/11

Signed: [Signature]  
Minister

Date: 8/7/11

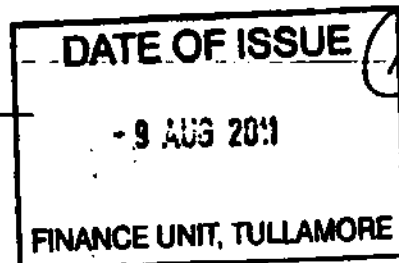


2. Accountant

Please arrange for payment on the basis of the mileage certified above.

Signed: Nuala Keogh  
Accounting Officer

Date: 26-7-2011



4250  
P. 1756-55  
1787@ 5907 = 1053.58  
2463@ 2846 = 700.97  
1756 55

M.D.

T+S 60505  
COST CENTRE 16000  
MILEAGE TRAVELLED RELATING TO  
THE OFFICE OF THE MINISTER  
FOR EDUCATION AND SKILLS

E.F.T.

(3)  
(file)

1. I certify that the mileage travelled in the period

From 1/7/11 to 31/7/11

which related to my Office as Minister at the Department of Education  
and Skills was 5100 kilometres

Signed: Nedie Grady  
Driver

Date: 1/8/11

Signed: ~~Michael Keogh~~

Minister

Date: \_\_\_\_\_

|                         |
|-------------------------|
| DATE OF ISSUE           |
| 9 SEP 2011              |
| FINANCE UNIT, TULLAMORE |

$5100 \times 2846 = 1,451,46$   
AD. 01/09/2011

2. Accountant

Please arrange for payment on the basis of the mileage certified above.

Signed: Michael Keogh

Accounting Officer

Date: 29-8-2011

TOTAL: €1,451.46



M.D.

THS 60814 E.F.T. (4)

MILEAGE TRAVELLED RELATING TO

THE OFFICE OF THE MINISTER

FOR EDUCATION AND SKILLS

RUARI QUINN C.C. 16000

1. I certify that the mileage travelled in the period

From 1<sup>st</sup> August to 31<sup>st</sup> August

which related to my Office as Minister at the Department of Education and Skills was 2800 kilometres

Signed: Naëlie Goady

Driver

2800 X ~~16~~ = ~~44800~~

Date:

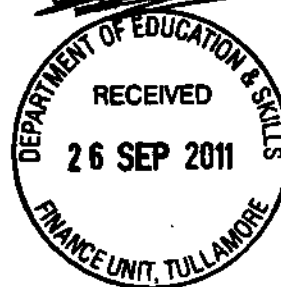
19/9/11 2846

Signed: Ruairi Quinn

Minister

Date:

20.9.2011



26/09/2011

DATE OF ISSUE

30 SEP 2011

FINANCE UNIT, TULLAMORE

2. Accountant

Please arrange for payment on the basis of the mileage certified above.

Signed: Michael Ueaghl

Accounting Officer

Date:

22.9.2011

€796.88

~~7625.96~~

2619.

Must be attached to all Payment Authorisation Forms when processing.

5

For use by Corporate Services:

COPY

Supplier Number on FMS: 70942.

Checked by: [Signature]

Subhead Code: 16000.

Approved by (HEO): /J. Raham

Nominal Code: 62011035.

Date approved: 23/9/2011

Folder Number: 2.

Expiry date of TCC: NONE.

Entered on FMS by: KM/Q

Date entered: 22-9-11.

Note - check payment for:

ICAT

Withholding Tax

4<sup>th</sup> Schedule

Pay Alone flag - ticked/un-ticked? (credit notes, eircom, Xerox etc).

Novel number ✓  
EPT ✓

September, 2011

Roseann Gilligan  
Minister's Office

✓



11/11/11 - 0.1111  
23/9/11 - 2353  
- 22/9 - discussed with  
D. Carroll. Drivers are  
employed by Dept. We are  
liable for bus. element of  
car insurance policy Y.G.

Yvonne Graham, HEO, Accommodation and Services  
Ronnie Ryan, Private Secretary, Minister's Office

R Ryan 16/9/11

**Re: Recoupment of cost for business use element of insurance policy  
on Minister's car**

I wish to seek reimbursement direct to Minister Ruairi Quinn of €187.50  
in respect of the above.

The relevant invoice is enclosed for reference.

Kind regards,

  
Roseann Gilligan  
Minister's Office



11/10/11  
2383  
- 22/9 - discussed with  
D. Gordon. Drivers are  
employed by Dept. We are  
liable for bus. element of  
car insurance policy Y.G.



Mr. Ruairi Quinn,  
23 Strand Road,  
Dublin 4

This matter is being  
dealt with by: Joe Lawler

Your ref: [REDACTED]

Date: 03/08/2011

Hi Ruairi,

The business use element of this policy amounts to a monetary sum of €187.50

Kind Regards,

  
Joe Lawler  
Broker Department

*Private Secretary  
Please arrange a refund of €187.50  
for the mistake.*

*Yours*

*05/09/11*

ZURICH INSURANCE PLC

ZURICH HOUSE BALLSBRIDGE PARK DUBLIN 4 TELEPHONE 01 667 0666 FAX 01 667 0644 WEB WWW.ZURICH.IE

DIRECTORS: D WENIGER CHAIRMAN (GERMANY) J DRESS (SWITZERLAND) T DE SMAN (NETHERLANDS) P LAMLEY (IRELAND) E VUOL (IRELAND)  
REGISTERED IN IRELAND UNDER NO. 13460. REGISTERED OFFICE ZURICH HOUSE BALLSBRIDGE PARK DUBLIN 4

ZURICH INSURANCE PLC IS REGULATED BY THE CENTRAL BANK OF IRELAND



Ruairi Quinn TD  
23 Strand Road  
Sandymount  
Dublin 4

JLT Ireland  
Warrington House  
Mount Street Crescent  
Dublin 2

Tel +353 1 2028000  
Fax +353 1 2376200  
Email [jlt@jlt.ie](mailto:jlt@jlt.ie)

[www.jlt.ie](http://www.jlt.ie)

Invoice No. : 171252  
Client Number : [REDACTED]

3rd August, 2011.

### INVOICE

Thank you for your recent instruction and we advise that we have arranged the following Insurance policy as detailed hereunder.

Policy Number: [REDACTED]  
Product producer: **Zurich Insurance plc**  
Cover Period: **28 JUL 11 to 27 JUL 12**  
Policy Type: **(A)Private Motor**

#### Cover Details:

**Private Motor Insurance Policy**

**Refer to policy for full cover details**

The amount due includes the following:

- Premium: €750.00
- Government Levy included at prevailing rate

**TOTAL AMOUNT DUE: €750.00**

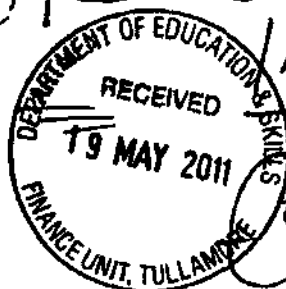
**EFFECTIVE DATE: 28th July, 2011.**

**E. & O.E.**



2

11/428 - 6437 @ 5907 = 3802.34 (6)  
4991 @ 2816 1420.44  
5222.78



## MILEAGE TRAVELLED RELATING TO

## THE OFFICE OF THE MINISTER OF STATE

T+5 58646

1. I certify that the mileage travelled in the period

From 11/3/2011 to 12/5/2011

which related to my Office as Minister of State at the Department of Education and Science was 11,428 kilometres

Signed: Ciaran Cannon  
Minister of State  
Date: 13/5/2011  
DATE OF ISSUE  
25 MAY 2011  
FINANCE UNIT, TULLAMORE

2. Accountant

Please arrange for payment on the basis of the mileage certified above.

Signed: Michael Keogh  
Accounting Officer

Date: 17.5.2011

23/5/11

€ 5222.77

mc  
19/5/11

(7)

T+S  
59442

EFT.  
Cob

**MILEAGE TRAVELLED RELATING TO  
THE OFFICE OF THE MINISTER OF STATE**

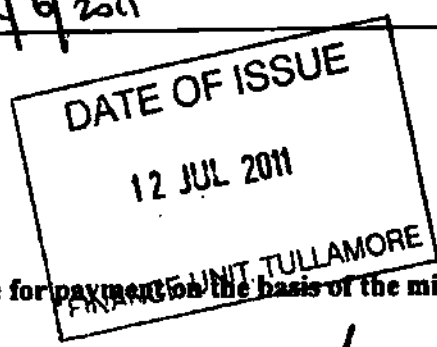
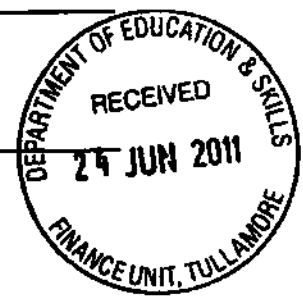
1. I certify that the mileage travelled in the period

From 13/5/2011 to 21/6/2011

which related to my Office as Minister of State at the Department of  
Education and Skills was 9,090 kilometres

Signed: [Signature]  
Minister of State

Date: 21/6/2011



2. Accountant

Please arrange for payment on the basis of the mileage certified above.

Signed: Michael Keogh  
Accounting Officer

Date: 22-6-2011

CC  
16100

9090 @ 2846 = €2587.01  
we 4/7/11

(8)

THS EFT  
60058 GB

**MILEAGE TRAVELLED RELATING TO  
THE OFFICE OF THE MINISTER OF STATE**

1. I certify that the mileage travelled in the period

From 22/6/11 to 21/7/11

which related to my Office as Minister of State at the Department of  
Education and Skills was 5609 kilometres

Signed: [Signature]  
Minister of State

Date: 21/7/11

2. Accountant

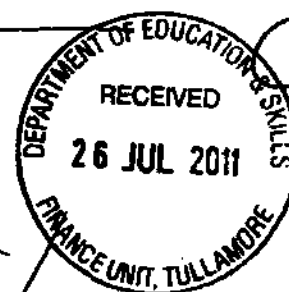
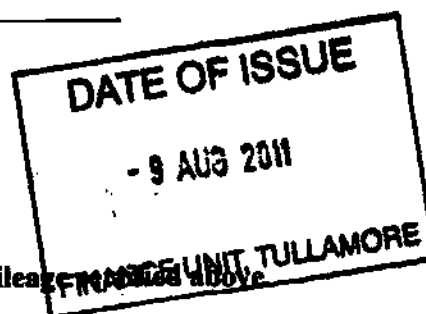
Please arrange for payment on the basis of the mileage as stated above

Signed: [Signature]  
Accounting Officer

Date: 22.7.2011

5609 @ 2846 =

€ 1596.32



2/8/11

(9)

T+S  
61164 EFT.  
CSB

**MILEAGE TRAVELLED RELATING TO  
THE OFFICE OF THE MINISTER OF STATE**

1. I certify that the mileage travelled in the period

From <sup>22</sup>~~27~~/9/2011 to 26/9/2011

which related to my Office as Minister of State at the Department of  
Education and Skills was 9,588 kilometres

Signed: [Signature]  
Minister of State

Date: 27/9/2011

DATE OF ISSUE

21 OCT 2011

2. Accountant

Please arrange for payment on the basis of the mileage certified above.

Signed: [Signature]  
Accounting Officer



9 588 @ 2 846 = €2728.74

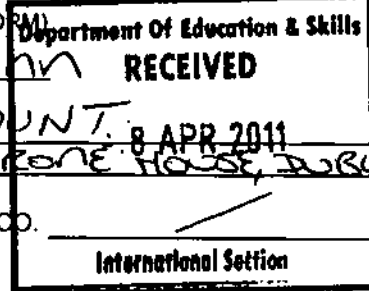
21/10/11

3

**TRAVEL & SUBSISTENCE - FOREIGN**[illegible]

# DEPARTMENT OF EDUCATION AND SCIENCE

(TRAVEL & SUBSISTENCE EXPENSES CLAIM FORM)



(1) NAME (BLOCK CAPITALS)

MINISTER RUARI QUINN

HOME ADDRESS:

STRAND ROAD SANDYMOUNT

OFFICE ADDRESS

DEPT OF EDUCATION & SKILLS, TYRONE HOUSE, DUBLIN 2

(2) DETAILS OF CAR (if used)

ENGINE C.C.

INSURANCE CO.

(3) DETAILS OF CLAIM

PURPOSE OF JOURNEY:

Official Business

(purpose of each journey should be shown)

| DATE        | TIME OF |       | JOURNEY                   |                | MODE<br>(car or public transport) | KM | RATE<br>KM | COST<br>(car or public transport) | SUBSISTENCE<br>EXPENSES<br>(RATE) |
|-------------|---------|-------|---------------------------|----------------|-----------------------------------|----|------------|-----------------------------------|-----------------------------------|
|             | DEP.    | RET.  | FROM                      | TO             |                                   |    |            |                                   |                                   |
| 15/3/11     | 06.00   |       | HOME                      | DUBLIN AIRPORT |                                   |    |            |                                   |                                   |
|             |         |       | ST PATRICK'S VISIT ABROAD |                |                                   |    |            |                                   |                                   |
| 16/3/11     | 08.30   |       | MILAN                     | ROME           |                                   |    |            |                                   |                                   |
| 17/3/11     | 20.30   |       | DEPART ROME               | DUBLIN         |                                   |    |            |                                   |                                   |
|             |         | 23.30 | ARRIVE                    | HOME ADDRESS   |                                   |    |            |                                   |                                   |
| SUB. TOTALS |         |       |                           |                |                                   |    |            | 0                                 | 0                                 |

\* WHERE SUBSISTENCE IS CLAIMED EXACT TIME OF DEPARTURE & RETURN MUST BE SHOWN

2X OVERNIGHT, 1X 10 HR  
GRAND TOTAL 0

LESS IMPREST (IF ANY)

TOTAL PAYMENT

0

IF MEALS OR ACCOMMODATION WERE PROVIDED FREE OF CHARGE PLEASE GIVE DETAILS:

\* 2 lunches.

(4) DECLARATION BY CLAIMANT:

I declare that:

- (a) The subsistence and other allowances that I claim are correct according to the relevant regulations.
- (b) The expenses were necessarily incurred in public services only. (c) The vouchers attached are correct
- (d) I have not claimed, nor will I claim from any Government Department, nor from any other source, the expenses incurred above during this period
- (e) The car (details above) is owned and maintained by me and is, and will continue to be, insured by me for the purposes of the Road Traffic Acts and I will advise the Department of any change to the insurance cover.

\* SIGNATURE (of Claimant)

Ruairi Quinn

GRADE Minister

DATE 24/3/11

EXTN.:

SECTION AND LOCATION:

Minister's Office

(5) APPROVAL OF CLAIM

I certify that:

- (a) The particulars furnished are correct and in accordance with relevant regulations.
- (b) The journeys were in accordance with a programme of work designed to reduce travelling to a minimum consistent with efficiency.
- (c) This claim is to be charged to COST CENTRE

SIGNATURE (of certifying officer)

Michael O'Leary

GRADE 29/3/2011

DATE 24/3/11

EXTN.:

2411

For use in Home Travel:

Examined

Ctd. For payment

AMOUNT €

SUBHEAD CODE

Date

Date

COST CENTRE

## DEPARTMENT OF EDUCATION AND SCIENCE

(TRAVEL &amp; SUBSISTENCE EXPENSES CLAIM FORM)

(1) NAME (BLOCK CAPITALS)

Ruairi Quinn (Minister)

HOME ADDRESS:

OFFICE ADDRESS:

23 Strand Road Sandymount Dublin

(2) DETAILS OF CAR (if used)

ENGINE C.C.

INSURANCE CO.

(3) DETAILS OF CLAIM

PURPOSE OF JOURNEY:

Eu Council Meeting

(purpose of each journey should be shown)

| DATE        | TIME OF |       | JOURNEY           |             | MODE<br>(car or public transport) | KM | RATE PER<br>KM | COST<br>(incl. public transport cost) | SUBSISTENCE<br>EXPENSES<br>(RATE) |
|-------------|---------|-------|-------------------|-------------|-----------------------------------|----|----------------|---------------------------------------|-----------------------------------|
|             | DEP.    | RET.  | FROM              | TO          |                                   |    |                |                                       |                                   |
| 19/5        | 10.30AM |       | Dublin            | to Brussels |                                   |    |                |                                       |                                   |
| 20/5        |         | 23.00 | Brussels          | to Dublin   |                                   |    |                |                                       |                                   |
|             |         |       | (Conf Rate + 1/3) |             |                                   |    |                |                                       |                                   |
|             |         |       |                   |             |                                   |    |                |                                       |                                   |
|             |         |       |                   |             |                                   |    |                |                                       |                                   |
|             |         |       |                   |             |                                   |    |                |                                       |                                   |
|             |         |       |                   |             |                                   |    |                |                                       |                                   |
| SUB. TOTALS |         |       |                   |             |                                   |    |                | 0                                     | 0                                 |

\* WHERE SUBSISTENCE IS CLAIMED EXACT TIME OF DEPARTURE &amp; RETURN MUST BE SHOWN

GRAND TOTAL 0

LESS IMPREST (IF ANY)

TOTAL PAYMENT 0

IF MEALS OR ACCOMMODATION WERE PROVIDED FREE OF CHARGE PLEASE GIVE DETAILS:

## (4) DECLARATION BY CLAIMANT:

I declare that:

- (a) The subsistence and other allowances that I claim are correct according to the relevant regulations.
- (b) The expenses were necessarily incurred in public services only. (c) The vouchers attached are correct
- (d) I have not claimed, nor will I claim from any Government Department, nor from any other source, the expenses incurred above during this period
- (e) The car (details above) is owned and maintained by me and is, and will continue to be, insured by me for the purposes of the Road Traffic Act and I will advise the Department of any change to the insurance cover.

SIGNATURE (of Claimant)

GRADE

DATE

21/9

EXTN.:

2221

SECTION AND LOCATION:

Minister's Office

## (5) APPROVAL OF CLAIM

I certify that:

- (a) The particulars furnished are correct and in accordance with relevant regulations.
- (b) The journeys were in accordance with a programme of work designed to reduce travelling to a minimum consistent with efficiency.
- (c) This claim is to be charged to

COST CENTRE

SIGNATURE (of certifying officer)

GRADE

DATE

21/9

EXTN.:

2221

For use in Home Travel:

Examined

Ctd. For payment

AMOUNT €

SUBHEAD CODE

Date

Date

COST CENTRE

## 3

Rodriguez QUINN. (Munster)

23 Strand Rd Sandymount Dable

INSURANCE CO.

✓ Meeting with EU Commissioner in advance of Tent Proceeds  
(purpose of each journey should be shown)

\* WHERE SUBSISTENCE IS CLAIMED EXACT TIME OF DEPARTURE & RETURN MUST BE SHOWN

|                      |          |
|----------------------|----------|
| <b>TOTAL PAYMENT</b> | <b>0</b> |
|----------------------|----------|

**IF MEALS OR ACCOMMODATION WERE PROVIDED FREE OF CHARGE PLEASE GIVE DETAILS:**

**I declare that:**

- (a) The subsistence and other allowances that I claim are correct according to the relevant regulations.
- (b) The expenses were necessarily incurred in public services only. (c) The vouchers attached are correct
- (d) I have not claimed, nor will I claim from any Government Department, nor from any other source, the expenses incurred above during this period
- (e) The car (details above) is owned and maintained by me and is, and will continue to be, insured by me for the purposes of the Road Traffic Acts and I will advise the Department of any change to the insurance cover.

*Mountain Office*

GRADE      DATE 2/9      EXTN.: 2221.

**SECTION AND LOCATION:**

**I certify that:**

- (a) The particulars furnished are correct and in accordance with relevant regulations.
- (b) The journeys were in accordance with a programme of work designed to reduce travelling to a minimum consistent with efficiency.
- (c) This claim is to be charged to COST CENTRE

Ranme Ryan

**HEO**

GRADE A/SEC

DATE 2/9

**EXTN.:**

2.221

241

**For use in Home Travel:**

**Examined**

Cld. For payment

AMOUNT €

SUBHEAD CODE

Date \_\_\_\_\_

Date \_\_\_\_\_

COST CENTRE



# DEPARTMENT OF EDUCATION AND SKILLS

(TRAVEL & SUBSISTENCE EXPENSES CLAIM FORM)

(1) NAME (BLOCK CAPITALS) Munir Waqar Qinn PPSN: \_\_\_\_\_

HOME ADDRESS: 23 Strand Road Sandymount Dublin

(2) DETAILS OF CAR (if used) ENGINE C.C. \_\_\_\_\_ INSURANCE CO. \_\_\_\_\_

(3) DETAILS OF CLAIM

PURPOSE OF JOURNEY: Education conference Chicago USA  
(purpose of each journey should be shown)

| DATE        | TIME OF |      | JOURNEY |         | MODE<br>(car or public transport) | KM | RATE PER<br>KM | COST<br>(incl. public transport cost) | SUBSISTENCE<br>EXPENSES<br>(RATE) |
|-------------|---------|------|---------|---------|-----------------------------------|----|----------------|---------------------------------------|-----------------------------------|
|             | DEP.    | RET. | FROM    | TO      |                                   |    |                |                                       |                                   |
| 12/7        | 5:30 AM |      | Dublin  | Chicago |                                   |    |                |                                       |                                   |
| 17/7        |         | 8 AM | Chicago | Dublin  | Plane                             |    |                |                                       |                                   |
|             |         |      |         |         |                                   |    |                |                                       |                                   |
|             |         |      |         |         |                                   |    |                |                                       |                                   |
|             |         |      |         |         |                                   |    |                |                                       |                                   |
| SUB. TOTALS |         |      |         |         |                                   |    |                | 0                                     | 0                                 |

\* WHERE SUBSISTENCE IS CLAIMED EXACT TIME OF DEPARTURE & RETURN MUST BE SHOWN

GRAND TOTAL 0

LESS IMPREST (if any) \_\_\_\_\_

TOTAL PAYMENT 0

IF MEALS OR ACCOMMODATION WERE PROVIDED FREE OF CHARGE PLEASE GIVE DETAILS:

## (4) DECLARATION BY CLAIMANT

I declare that:

- (a) The subsistence and other allowances that I claim are correct according to the relevant regulations.  
 (b) The expenses were necessarily incurred in public services only. (c) The vouchers attached are correct  
 (d) I have not claimed, nor will I claim, from any Government Department, nor from any other source, the expenses incurred above during this period  
 (e) The car (details above) is owned and maintained by me and is, and will continue to be, insured by me for the purposes of the Road Traffic Act and I will advise the Department of any change to the insurance cover.

SIGNATURE (of Claimant)

GRADE Minister DATE 28/9

EXTN.: 2221

SECTION AND LOCATION: Minister's Office

## (5) APPROVAL OF CLAIM

I certify that:

- (a) The particulars furnished are correct and in accordance with relevant regulations.  
 (b) The journeys were in accordance with a programme of work designed to reduce travelling to a minimum consistent with efficiency.  
 (c) This claim is to be charged to

COST CENTRE

SIGNATURE (of certifying officer)

GRADE ASGC DATE 29/9

EXTN.: 2411

For use in Home Travel:

Examined Fairlie Cunningham Sd. For payment

AMOUNT €

SUBHEAD CODE

COST CENTRE

Date

Date

4

**FOI 2011/957 Ken Foxe****Foreign T&S Claims for Minister of State Ciaran Cannon from date of appointment**

| <b>Document No</b> | <b>No of pages</b> | <b>Date of Claim</b> | <b>Description</b>   | <b>Amount Paid</b> |
|--------------------|--------------------|----------------------|--|--------------------|
| 1                  | 1                  | 09/09/2011           | T&S Claim for attending Informal meeting of EU Education Ministers in Budapest 28-29th Sept 2011 | €79.31             |
| 2                  | 1                  | 09/09/2011           | T&S Claim for ASEM Meeting in Copenhagen 8 - 11th May 2011                                       | €78.59             |
| 3                  | 1                  | 06/10/2011           | T&S for meetings with Malaysian & Singapore Govts 10 - 17th sept 2011                            | €566.99            |

DEPARTMENT OF EDUCATION AND SKILLS  
(TRAVEL & SUBSISTENCE EXPENSES CLAIM FORM)

1

(1) NAME (BLOCK CAPITALS) CIARAN CANNON, TD PPSN: \_\_\_\_\_

HOME ADDRESS: Minister of State, Department of Education and Skills.

(2) DETAILS OF CAR (if used) ENGINE C.C. \_\_\_\_\_ INSURANCE CO. \_\_\_\_\_

(3) DETAILS OF CLAIM

PURPOSE OF JOURNEY: Attendance at informal meeting of EU Education Ministers in Budapest  
(purpose of each journey should be shown)

PURPOSE OF JOURNEY:

Attendance at International Airport  
(purpose of each journey should be shown)

| DATE                       | TIME OF |       | JOURNEY                    |    | MODE<br>(car or public<br>transport) | KM | RATE PER<br>KM | COST<br>(incl. public<br>transport cost) | SUBSISTENCE<br>EXPENSES<br>(RATE) |
|----------------------------|---------|-------|----------------------------|----|--------------------------------------|----|----------------|--|-----------------------------------|
|                            | DEP.    | RET.  | FROM                       | TO |                                      |    |                |  |                                   |
| 28/03/2011                 | 11.30   |       | Gateway to Dublin          |    |                                      |    |                |  |                                   |
|                            | 15.30   |       | Dublin Airport to Budapest |    |                                      |    |                |  |                                   |
| 29/03/2011                 |         | 23.00 | Budapest to Dublin         |    |                                      |    |                |  |                                   |
|                            |         |       |                            |    |                                      |    |                |  |                                   |
|                            |         |       |                            |    |                                      |    |                |  |                                   |
|                            |         |       |                            |    |                                      |    |                |  |                                   |
|                            |         |       |                            |    |                                      |    |                |  |                                   |
| SUBSISTENCE AS APPROPRIATE |         |       |                            |    |                                      |    |                | 0  | 0                                 |

DEPARTURE & RETURN MUST BE SHOWN

\* WHERE SUBSISTENCE IS CLAIMED EXACT TIME OF DEPARTURE & RETURN MUST BE SHOWN

GRAND TOTAL 0

LESS IMPREST (IF ANY) \_\_\_\_\_

TOTAL PAYMENT 0

IF MEALS OR ACCOMMODATION WERE PROVIDED FREE OF CHARGE PLEASE GIVE DETAILS:

Dinner on 28/3/11 and breakfast and lunch on 29/3/11

(4) DECLARATION BY CLAIMANT:

I declare that:

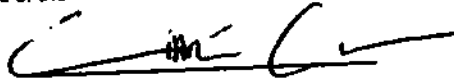
(a) The subsistence and other allowances that I claim are correct according to the relevant regulations.

(b) The expenses were necessarily incurred in public services only.

(c) The vouchers attached are correct

(d) I have not claimed, nor will I claim from any Government Department, nor from any other source, the expenses incurred above during this period

(e) The car (details above) is owned and maintained by me and is, and will continue to be, insured by me for the purposes of the Road Traffic Acts and I will advise the Department of any change to the insurance cover.

SIGNATURE (of Claimant)  GRADE \_\_\_\_\_ DATE \_\_\_\_\_ EXTN.: \_\_\_\_\_

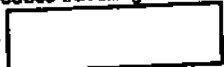
SECTION AND LOCATION: \_\_\_\_\_

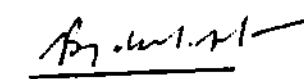
(5) APPROVAL OF CLAIM

I certify that:

(a) The particulars furnished are correct and in accordance with relevant regulations.

(b) The journeys were in accordance with a programme of work designed to reduce travelling to a minimum consistent with efficiency.

(c) This claim is to be charged to COST CENTRE 

SIGNATURE (of certifying officer)  GRADE Secy DATE \_\_\_\_\_ EXTN.: \_\_\_\_\_

For use in Home Travel: Examined Patricia Cunningham S.O. AMOUNT € 79.31

Date 9.9.11 Date \_\_\_\_\_ SUBHEAD CODE \_\_\_\_\_

COST CENTRE \_\_\_\_\_

**DEPARTMENT OF EDUCATION AND SKILLS**  
(TRAVEL & SUBSISTENCE EXPENSES CLAIM FORM)

2

(1) NAME (BLOCK CAPITALS) CIARAN CANNON TD PPSN: \_\_\_\_\_

HOME ADDRESS: Minister of State, Department of Education and Skills.

(2) DETAILS OF CAR (if used) ENGINE C.C. \_\_\_\_\_ INSURANCE CO. \_\_\_\_\_

**(3) DETAILS OF CLAIM**

PURPOSE OF JOURNEY: ASEM Ministerial Meeting, Copenhagen

(purpose of each journey should be shown)

| DATE                       | TIME OF |       | JOURNEY                      |    | MODE<br>(car or public<br>transport) | KM | RATE PER<br>KM | COST<br>(incl. public<br>transport cost) | SUBSISTENCE<br>EXPENSES<br>(RATE) |
|----------------------------|---------|-------|------------------------------|----|--------------------------------------|----|----------------|--|-----------------------------------|
|                            | DEP.    | RET.  | FROM                         | TO |                                      |    |                |  |                                   |
| 08/05/2011                 | 14.30   |       | Galway to Dublin             |    |                                      |    |                |  |                                   |
|                            | 18.40   |       | Dublin Airport to Copenhagen |    |                                      |    |                |  |                                   |
| 09/05/2011                 |         |       | Copenhagen                   |    |                                      |    |                |  |                                   |
| 10/05/2011                 |         |       | Copenhagen                   |    |                                      |    |                |  |                                   |
| 11/05/2011                 |         | 11.30 | Copenhagen to Dublin         |    |                                      |    |                |  |                                   |
|                            |         |       |                              |    |                                      |    |                |  |                                   |
| SUBSISTENCE AS APPROPRIATE |         |       |                              |    |                                      |    |                | 0  | 0                                 |

\* WHERE SUBSISTENCE IS CLAIMED EXACT TIME OF DEPARTURE & RETURN MUST BE SHOWN

GRAND TOTAL 0

LESS IMPREST (if ANY) \_\_\_\_\_

TOTAL PAYMENT 0

IF MEALS OR ACCOMMODATION WERE PROVIDED FREE OF CHARGE PLEASE GIVE DETAILS:

See attached

**(4) DECLARATION BY CLAIMANT:**

I declare that:

- (a) The subsistence and other allowances that I claim are correct according to the relevant regulations.
- (b) The expenses were necessarily incurred in public services only. (c) The vouchers attached are correct
- (d) I have not claimed, nor will I claim from any Government Department, nor from any other source, the expenses incurred above during this period
- (e) The car (details above) is owned and maintained by me and is, and will continue to be, insured by me for the purposes of the Road Traffic Acts and I will advise the Department of any change to the insurance cover.

SIGNATURE (of Claimant) [Signature] GRADE \_\_\_\_\_ DATE \_\_\_\_\_ EXTN.: \_\_\_\_\_

SECTION AND LOCATION: \_\_\_\_\_

**(5) APPROVAL OF CLAIM**

I certify that:

- (a) The particulars furnished are correct and in accordance with relevant regulations.
- (b) The journeys were in accordance with a programme of work designed to reduce travelling to a minimum consistent with efficiency.
- (c) This claim is to be charged to COST CENTRE

SIGNATURE (of certifying officer) [Signature] GRADE Secy DATE \_\_\_\_\_ EXTN.: \_\_\_\_\_

For use in Home Travel: Examined Patricia Cunningham Ckd. For payment \_\_\_\_\_ AMOUNT € 18.59

Date 9.9.11 Date \_\_\_\_\_ SUBHEAD CODE \_\_\_\_\_ COST CENTRE \_\_\_\_\_



**TRAVEL & SUBSISTENCE - HOME**

| Date         | Supplier Name           | Description   | Payment Method | Amount       |
|--------------|-------------------------|---------------|----------------|--------------|
| 15.09.2011   | Dublin to Cork (return) | IVEA Congress | N/A            | 33.61        |
|              |                         |               |                |              |
|              |                         |               |                |              |
|              |                         |               |                |              |
|              |                         |               |                |              |
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|              |                         |               |                |              |
|              |                         |               |                |              |
| <b>Total</b> |                         |               |                | <b>33.61</b> |

# DEPARTMENT OF EDUCATION AND SCIENCE

(TRAVEL & SUBSISTENCE EXPENSES CLAIM FORM)

(1) NAME (BLOCK CAPITALS) RAIRI QUINN

HOME ADDRESS: 23 STRAND RD., SANDYMOUNT, DUBLIN

OFFICE ADDRESS \_\_\_\_\_

(2) DETAILS OF CAR (if used) \_\_\_\_\_

ENGINE C.C. \_\_\_\_\_

INSURANCE CO. \_\_\_\_\_

(3) DETAILS OF CLAIM

PURPOSE OF JOURNEY: IVEA CONGRESS, CORK

(purpose of each journey should be shown)

| DATE        | TIME OF |       | JOURNEY       |               | MODE<br>(car or public<br>transport) | KM | RATE PER<br>KM | COST<br>(incl. public<br>transport cost) | SUBSISTENCE<br>EXPENSES<br>(RATE) |
|-------------|---------|-------|---------------|---------------|--------------------------------------|----|----------------|--|-----------------------------------|
|             | DEP.    | RET.  | FROM          | TO            |                                      |    |                |  |                                   |
| 15/9        | 9:00    | 24:00 | DUBLIN - CORK | CORK - DUBLIN | —                                    | —  | —              |  | 33.61                             |
|             |         |       |               |               |                                      |    |                |  |                                   |
|             |         |       |               |               |                                      |    |                |  |                                   |
|             |         |       |               |               |                                      |    |                |  |                                   |
|             |         |       |               |               |                                      |    |                |  |                                   |
|             |         |       |               |               |                                      |    |                |  |                                   |
|             |         |       |               |               |                                      |    |                |  |                                   |
| SUB. TOTALS |         |       |               |               |                                      |    |                |  | 0                                 |

\* WHERE SUBSISTENCE IS CLAIMED EXACT TIME OF DEPARTURE & RETURN MUST BE SHOWN

GRAND TOTAL \_\_\_\_\_

0

LESS IMPREST (if any) \_\_\_\_\_

TOTAL PAYMENT \_\_\_\_\_

33.61<sup>0</sup>

IF MEALS OR ACCOMMODATION WERE PROVIDED FREE OF CHARGE PLEASE GIVE DETAILS: \_\_\_\_\_

## (4) DECLARATION BY CLAIMANT:

I declare that:

- (a) The subsistence and other allowances that I claim are correct according to the relevant regulations.
- (b) The expenses were necessarily incurred in public services only. (c) The vouchers attached are correct
- (d) I have not claimed, nor will I claim from any Government Department, nor from any other source, the expenses incurred above during this period
- (e) The car (details above) is owned and maintained by me and is, and will continue to be, insured by me for the purposes of the Road Traffic Acts and I will advise the Department of any change to the insurance cover.

SIGNATURE (of Claimant) *Rairi Quinn*

GRADE \_\_\_\_\_

DATE \_\_\_\_\_

EXTN.: \_\_\_\_\_

SECTION AND LOCATION: MINISTERS OFFICE

## (5) APPROVAL OF CLAIM

I certify that:

- (a) The particulars furnished are correct and in accordance with relevant regulations.
- (b) The journeys were in accordance with a programme of work designed to reduce travelling to a minimum consistent with efficiency.
- (c) This claim is to be charged to COST CENTRE

SIGNATURE (of certifying officer) \_\_\_\_\_

GRADE \_\_\_\_\_

DATE \_\_\_\_\_

EXTN.: \_\_\_\_\_

For use in Home Travel:

Examined \_\_\_\_\_

Cld. For payment \_\_\_\_\_

AMOUNT € \_\_\_\_\_

SUBHEAD CODE \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

COST CENTRE \_\_\_\_\_

6

| <b>ENTERTAINMENT</b> |                          |  |                       |               |
|----------------------|--------------------------|--|-----------------------|---------------|
| <b>Date</b>          | <b>Supplier Name</b>     | <b>Description</b>                                 | <b>Payment Method</b> | <b>Amount</b> |
| 23.06.2011           | Houses of the Oireachtas | Hosted lunch for Chinese Ambassador and delegation | Laser                 | 149           |
|                      |                          |  |                       |               |
|                      |                          |  |                       |               |
|                      |                          |  |                       |               |
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|                      |                          |  |                       |               |
|                      |                          |  |                       |               |
| <b>Total</b>         |                          |  |                       | <b>149</b>    |



**BUSINESS BREAKFASTS/LUNCH MEETINGS**

| Date         | Supplier Name                          | Description   | Payment Method | Amount        |
|--------------|--|---|----------------|---------------|
| 20.04.2011   |  | Business breakfast meeting with Sean Flynn                        | Cash           | 13.7          |
| 21.04.2011   |  | Business breakfast meeting with Catherine Donnelly                | Cash           | 11.55         |
| 24.05.2011   |  | Business breakfast meeting with Daithi O'Ceallaigh                | Cash           | 10.5          |
| 09.06.2011   |  | Business lunch meeting with Lord Putnam                           | Cash           | 47.35         |
| 14.06.2011   |  | Business lunch meeting with Minister for Higher Ed Saudi Arabia   | Cash           | 23.6          |
| 15.06.2011   | Meet Meat, Rue Stevin straat, Brussels | Business dinner with John Bell, Chef de Cabinet                   | Laser          | 129.8         |
| 20.06.2011   | Houses of the Oireachtas               | Business lunch with Professor Brian McCraith, DCU                 | Laser          | 39.1          |
| 23.06.2011   | Buswells Hotel, 25 Molesworth Street   | Business breakfast with Paul Kehoe, RIAI                          | Laser          | 20            |
| 08.07.2011   | Gresham Hotel, 23 O'Connell Street     | Business breakfast with Professor Ellen Hazelkorn                 | Laser          | 7.9           |
| 08.07.2011   | Houses of the Oireachtas               | Business lunch with Ciaran O'Mara                                 | Cash           | 37.9          |
| 15.07.2011   | Mid America Club, Chicago              | Business dinner with Tom Meagher                                  | Laser          | 25            |
| 18.07.2011   | Gresham Hotel, 23 O'Connell Street     | Business breakfast with Catherine Byrne and John Walshe           | Laser          | 35.9          |
| 26.07.2011   | Spar                                   | Business breakfast meeting with officials                         | Cash           | 5.89          |
| 20.08.2011   | Dail Restaurant, Leinster House        | Business lunch with Professor J. Browne, NUIG                     | Cash           | 34.95         |
| 29.08.2011   | Chez Max, 133 Lower Baggott Street     | Business lunch with Sean O'Laoire re schools inventory project    | Laser          | 17.8          |
| 13.09.2011   | Gresham Hotel, 23 O'Connell Street     | Business breakfast with Prof. Desmond Fitzgerald, UCD             | Visa           | 23.9          |
| 23.09.2011   | Dail Restaurant, Leinster House        | Business lunch with Martin Heffernan & Michael Sammon             | Cash           | 66.25         |
| 04.10.2011   | Buswells Hotel, 25 Molesworth Street   | Business breakfast with Kieran Flynn, ACCS                        | Visa           | 20            |
| 06.10.2011   | Brussels                               | Business dinner with Jim Murray ex CEO BEUC                       | Cash           | 49.5          |
| 18.10.2011   | Buswells Hotel, 25 Molesworth Street   | Business breakfast with Nora Gibbons and Fergus Finlay, Barnardos | Cash           | 11.55         |
| 21.10.2011   | Gresham Hotel, 23 O'Connell Street     | Business breakfast with Shiela Nunan                              | Cash           | 7.9           |
|              |  |   |                |               |
|              |  |   |                |               |
|              |  |   |                |               |
| <b>Total</b> |  |   |                | <b>640.04</b> |